

**CITY OF VICTORVILLE**  
**CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**  
**2013-2014**

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Prepared by  
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Housing Division



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**CDBG LOCAL TARGET AREA MAP**



# Second Program Year CAPER

The CPMP Second Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 2 CAPER Executive Summary response:

The Consolidated Annual Performance and Evaluation Report (CAPER) summarizes the progress made during the program year in carrying out the City of Victorville's 2013-2014 Annual Action Plan. The CAPER also provides the City of Victorville with an opportunity to evaluate its overall progress in carrying out its priorities, goals and specific objectives identified in its Consolidated Plan.

The Consolidated Plan reflects the City's vision of what it wants to achieve during a five-year period and describes its priority needs, specific goals, and objectives. This CAPER covers the second year of the 2012-2016 Consolidated Plan and includes a summary of programmatic accomplishments and an assessment of progress toward the City's vision during program year 2013-2014, and over the five-year Consolidated Plan period.

The CAPER will summarize the recourses and accomplishments, the status of actions taken during the 2013-2014 program year to implement the overall five-year strategy, and provide a self-evaluation of the progress made during the past year in addressing identified priority needs and objectives.

The aim of the strategic plan is to achieve the following statutory goals, primarily for extremely-low, low and moderate-income persons;

- Provide decent housing,
- Create a suitable living environment, and
- Expand economic opportunities.

The CAPER will address the priority; fund allocations; geographic locations; obstacles in accommodating under-served needs; how funds were used to address needs; and quantified accomplishments.

The City allocated funds for programs and activities based on the priorities set forth in its Consolidated Plan.

## General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

Program Year 2 CAPER General Questions response:

### **1. ASSESSMENT OF THE ONE-YEAR GOALS AND OBJECTIVES**

#### **a. Accomplishments in attaining goals and objectives**

For fiscal year 2013-2014, the City's CDBG grant allocation from the Department of Housing and Urban Development (HUD) was \$1,033,465 for eligible low and moderate activities. As a part of the Apple Valley/Victorville HOME Consortium, the City's HOME grant allocation was \$280,400.

Strategies for addressing the priorities set forth in the Consolidated Plan and Annual Action Plan included the use of federal funds. It also included the use of public and private partnerships to utilize other state, local, and private resources to help leverage the use of federal funds to meet the needs of low and extremely low-income residents of Victorville.

The following summarizes the 2013-2014 programmatic accomplishments in relation to the priorities set forth in the Consolidated Plan.

**PRIORITY 1:  
(HIGH)**

**PRESERVE THE EXISTING HOUSING STOCK**

**FIVE YEAR OBJECTIVE: 75 HOUSING UNITS (15 UNITS ANNUALLY)**

Repairs and rehabilitation are required to maintain quality structures and living spaces. A high priority is given to conserving and improving affordable housing stock, including addressing lead based paint hazards. Minor home rehabilitation can include roofing, plumbing, electrical and weatherization, among other services.

The City of Victorville has renewed their contract with Neighborhood Partnership Housing Services to administer the Senior Home Repair Program and the Owner Occupied Rehabilitation program. The Senior Home Repair Program provides a one-time \$10,000 grant to low income homeowners who are 62 years of age or older, handicapped or permanently disabled to make home repairs to correct code violations and unsafe conditions. The Owner Occupied Rehabilitation program assist residents by providing deferred loans of up to \$40,000 at zero to three percent interest to correct code violations, unsafe conditions and other eligible repairs.

During the year, approximately \$76,605.95 in HOME funds were expended to assist 7 senior, disabled or handicapped households to correct code violations and make safety repairs under the Senior Home Repair Program.

Additionally the City assisted four senior, disabled or handicapped households using CDBG funds in the amount of \$44,856.99.

**PRIORITY 2:  
(HIGH)**

**EXPAND THE SUPPLY OF AFFORDABLE HOUSING**

**FIVE YEAR OBJECTIVE: 25 HOUSING UNITS**

The Apple Valley/Victorville Consortium will assist with the development of new affordable housing by working with for-profit and non-profit housing developers to acquire, rehabilitate and construct new affordable housing units. Specifically, the Consortium will set aside 15 percent of its HOME allocation to assist Community Housing Development Organizations to pursue affordable housing opportunities.

The Consortium received \$483,072 during 2013-2014. The City of Victorville allocated \$265,642 to City-administered housing programs and \$14,758 to administration.

The Consortium entered into a Community Housing Development Organization (CHDO) agreement with Neighborhood Partnership Housing Services (NPHS) on June 19, 2013 to carry out affordable housing activities. The consortium agreed to provide \$301,181 to assist NPHS to pay cost related to the acquisition, rehabilitation and resale of two single family homes. To date, one property has been completed.

**PRIORITY 3:  
(MEDIUM)**

**ASSIST IN REDUCING HOUSING COSTS TO EXTREMELY-LOW AND VERY LOW-INCOME HOUSEHOLDS**

**FIVE YEAR OBJECTIVE: 3,875 HOUSEHOLDS (775 UNITS ANNUALLY)**

The Housing Authority of San Bernardino County (HACSB) administers the Housing Choice Voucher rental assistance program. This subsidy program provides housing opportunities for extremely low income households.

During the year, the HACSB provided 912 in Housing Choice voucher units, formally known as Section 8 vouchers. Housing Choice vouchers are provided for units that are privately owned, with rent subsidies paid directly to owners by the Housing Authority. One (1) Public Housing unit is owned and managed by the Housing Authority in Victorville. There are 168 authority owned units. These units were either acquired or developed through a variety of partnerships with the State of California, San Bernardino County Department of Community Development and Housing and other non-profit public housing corporations.

<b>PRIORITY 4: (HIGH)</b>	<b>ASSIST SPECIAL NEEDS PERSONS WITH REDUCING HOUSING COSTS AND MEETING THEIR REHABILITATION NEEDS</b>
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**FIVE YEAR OBJECTIVE: 100 HOUSEHOLDS (10 UNITS ANNUALLY)**

During the year, approximately \$76,605.95 in HOME funds and \$44,856.99 in CDBG funds was expended to assist 11 elderly persons.

<b>PRIORITY 5: (HIGH)</b>	<b>INCREASE AFFORDABLE HOMEOWNERSHIP OPPORTUNITIES</b>
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**FIVE YEAR OBJECTIVE: 25 HOUSEHOLDS (5 UNITS ANNUALLY)**

The Consortium is committed to expanding homeownership opportunities for lower and moderate income households through first time homebuyer assistance programs.

The Mortgage Assistance Program is a deferred silent second loan that can be used for down payment assistance or closing costs for homeowners with incomes up to 80 percent of AMI using HOME funds, to purchase a home in the City of Victorville. The loan is repaid with a shared equity at the time of sale, refinance, when the homeowner ceases to occupy the home as their primary residence or at the end of the loan term (30 years).

The City was awarded Cal-Home funds and are to be used for down payment assistance and owner occupied rehabilitation loans. At year end, two applications were approved for a total of \$68,237.00.

In addition, Inland Fair Housing and Mediation Board (IFHMB) provided first time home buyer classes to three households. IFHMB assisted 43 homeowners with loan modifications and 12 homeowners were assisted with the Keep your Home California program. IFHMB has partnered with Inland County Legal Services to provide PATHS (Personalized Approach to Housing Stability). The program is designed to provide needed tools to ensure long term housing stability through homebuyer/homeowner education, personalized coaching and financial literacy education.

<b>PRIORITY 6: (HIGH)</b>	<b>ELIMINATE BLIGHTED CONDITIONS AND SUBSTANDARD HOUSING THROUGH ENHANCED CODE ENFORCEMENT ACTIVITIES AND DEMOLITION</b>
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**FIVE YEAR OBJECTIVE: 6,250 HOUSEHOLDS (1,250 UNITS ANNUALLY)**

The primary goal of the code enforcement program is to preserve and improve the integrity of residential neighborhoods and to maintain a high quality of life and property values.

During the year, approximately \$290,000 in CDBG funds provided the completion of 1,358 code enforcement cases, which included notices of substandard living conditions, working without building permits, substandard general property conditions, illegal trash dumping, weed abatement, stagnant pools and inoperative vehicles.

During the year, approximately \$156,339.78 in CDBG funds was used to demolish or abate dangerous and blighted building or homes on nine (9) properties.

In addition, 483 staff hours were spent responding to reports of graffiti at 3,140 locations covering 197,362 square feet of graffiti within the CDBG target area.

<b>PRIORITY 7: (HIGH)</b>	<b>PROVIDE SHELTER AND RELATED SUPPORT SERVICES TO MEET THE NEEDS OF THE HOMELESS POPULATION AND SUPPORT THE DEVELOPMENT OF A CONTINUUM OF CARE SYSTEM</b>
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**FIVE YEAR OBJECTIVE: 680 PERSONS (136 PERSONS ANNUALLY)**

The Office of Homeless Services of San Bernardino County (OHS) performs a homeless population point in count every two years. OHS performed a point in count in January 2013. According to that point in count, there were 292 homeless adults and children in Victorville. 93 of the 292 were unsheltered persons.

Approximately \$39,111 in CDBG funds were expended to assist two (2) homeless shelters to provide emergency, transitional and permanent housing services to 264 homeless persons, including victims of domestic violence.

<b>PRIORITY 8: (HIGH)</b>	<b>AFFIRMATIVELY FURTHER FAIR HOUSING TO ENSURE EQUAL ACCESS TO HOUSING FOR LOWER INCOME PERSONS, ETHNIC MINORITIES AND SPECIAL NEEDS GROUPS</b>
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**FIVE YEAR OBJECTIVE: 400 HOUSEHOLDS (80 HOUSEHOLDS ANNUALLY)**

The Consortium will continue to support fair housing services through assistance to fair housing counseling and enforcement organizations, annually evaluating the services provided by the organizations to ensure that adequate and appropriate services are provided and revise contracts as appropriate.

The City of Victorville contracts with Inland Fair Housing and Mediation Board (IFHMB) to provide fair housing services to all residents who request counseling, resource referral, complaint investigation, and public education on all forms of housing discrimination on the basis of race, creed, age, disability, national origin, familial status, or any other arbitrary factor. IFHMB also conducts case development, investigations, mediation and referral of landlord/tenant discrimination complaints.

During the year, 114 persons were provided with fair housing counseling, and education. 1,386 persons were provided with landlord/tenant mediation services.

Education and outreach was conducted during the year, including landlord/tenant and fair housing workshops, foreclosure prevention workshops, presentations, booths, city events, television and cable releases as well as educational material distributed throughout the city.

<b>PRIORITY 9: (MEDIUM)</b>	<b>COORDINATE PUBLIC AND PRIVATE EFFORTS TO REDUCE LEAD-BASED PAINT HAZARDS AND PROTECT YOUNG CHILDREN</b>
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**FIVE YEAR OBJECTIVE: 5 HOUSEHOLDS (1 HOUSEHOLD ANNUALLY)**

Starting in 1978, the federal government prohibited the use of lead based paint on residential properties. In Victorville, 6,630 units were built prior to 1979.

During the year, the City continued to adhere to all lead-based paint regulations, implemented the City's Reduction of Lead-Based Paint Hazards strategy, and provided pamphlets regarding the dangers of lead-based paint to those applying for permits to rehabilitate structures built prior to 1979.

<b>PRIORITY 10: (LOW)</b>	<b>CREATE SAFER, MORE ATTRACTIVE AND MORE ACCESSIBLE NEIGHBORHOODS AND STIMULATE ECONOMIC GROWTH THROUGH THE IMPROVEMENT OF INFRASTRUCTURE</b>
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**FIVE YEAR OBJECTIVE: 2 INFRASTRUCTURE PROJECTS**

In the Consortium's low and moderate income areas, streets and infrastructure improvements are needed to support continued investment in the areas.

In 2013-2014 \$25,159.14 in CDBG funds were spent to install sidewalks and handicapped accessibility ramps. 880.5 man hours were spent prepping, grading, installing new sidewalks, reconstructing retaining walls and reconstructing driveways resulting in 8,578 linear feet of new sidewalk.

The Public Works department has an ongoing weed abatement program. The weed abatement team maintains public property by removing weeds, trash and debris.

<b>PRIORITY 11: (MEDIUM)</b>	<b>PROVISION OF PUBLIC FACILITIES AND PARK IMPROVEMENTS</b>
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**FIVE YEAR OBJECTIVE: 5 FACILITY IMPROVEMENT PROJECTS**

The City of Victorville utilizes a Capital Improvement Plan as a planning tool to identify capital project needs and to assess its financial capacity for addressing those needs.

CDBG funds may be used to assist in the construction, expansion, and/or rehabilitation of non City-owned community facilities serving the low and moderate income population and people with special needs.

CDBG funds may also be used to improve and expand parks and recreation facilities that serve the majority of low and moderate income population and people with special needs.

During the year, \$20,000 in CDBG funds was allocated to improve one (1) public facility. Due to audit requirement delays, the subrecipient is obtaining bids for their solar panel project.

<b>PRIORITY 12: (HIGH)</b>	<b>ADDRESS PUBLIC SERVICE NEEDS</b>
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**FIVE YEAR OBJECTIVE: YOUTH – 500 PERSONS (100 ANNUALLY)  
SENIORS – 625 PERSONS (125 ANNUALLY)  
GENERAL – 250 PERSONS (50 ANNUALLY)**

CDBG funds may be used to provide a variety of needed services to low and moderate income and special needs persons in the community. Priority service needs identified through the public outreach process include homeless and emergency food services, senior services, youth services, and crime prevention.

During the year, approximately \$106,565.42 of CDBG funds were expended to assist 9,458 individuals and families with legal services, sexual assault services, counseling services, parenting classes, volunteer services, youth recreational and athletic activities, mentoring, and after school care. In addition, \$11,618.81 was expended for the Crime Free Multi-Housing program in multi-unit housing complexes in CDBG target areas.

<b>PRIORITY 13: (MEDIUM)</b>	<b>EXPAND THE ECONOMIC BASE AND PROMOTE GREATER EMPLOYMENT OPPORTUNITIES FOR RESIDENTS</b>
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**FIVE YEAR OBJECTIVE: 20 JOBS/10 BUSINESSES**

Economic development activities are designed to attract consumers and businesses to Victorville through the construction of infrastructure for commercial/industrial projects and provisions of micro-enterprise assistance. Economic development needs were identified by residents, service providers, and stakeholders as a high priority throughout the public participation process of the development of the Consolidated Plan.

b. Breakdown of the CPD formula grants

The primary objective of the Community Development Block Grant Program (CDBG) is the development of viable urban communities, including decent housing, a suitable living environment and expanding economic opportunities, principally for persons of low and moderate-income. Accordingly, the City of Victorville developed its Consolidated Plan and 2013-2014 Annual Action Plan giving priority to meeting housing, non-housing community and economic development activities.

## Housing Activities

The following table describes the housing activities and accomplishments that evaluate the relationship of the use of CDBG funds to the priorities as described in the City's 2013-2014 Annual Action Plan.

Activity	Priority Need	Allocation	Expended	Objective	Accomplishment
Graffiti Abatement	M	\$7,500	\$7,420.82	28,898	28,898 (people) 3,140 locations
Crime-free Multi-housing	M	\$12,500	\$11,618.81	13,500	13,500 (people)
Code Enforcement	H	\$290,000	\$290,000	11,496	11,496 (housing units)
Demolition	H	\$265,813	\$156,339.78	5	6 (housing units)
Senior Home Repair Program	H	\$254,338	\$121,462.94	23	11 (housing units)
Inland Fair Housing and Mediation Board	H	\$14,000	\$14,000	38 Fair Housing 444 Landlord/tenant	134 (people) fair housing counseling 1,420 (people) landlord/tenant mediation
Total	N/A	\$844,151	\$600,842.35	N/A	N/A

## Non-Housing Community Development Activities

The City successfully provided non-housing community development activities, expending over \$105,387 in CDBG funding for both private non-profit organization and City projects. That assistance improved the quality of life for approximately 9,458 persons of extremely low, low, and moderate-income levels. While some of these activities fell short of their objectives, they still performed at a satisfactory level.

Activity	Priority Need	Allocation	Expended	Objective	Accomplishment
Hi Desert Meals on Wheels	H	\$11,100	\$0.00	120	0 (people)
High Desert Homeless Services	H	\$25,000	\$25,000	135	97 (people)
Legal Aid Society	H	\$5,000	\$2,500	40	620 (people)
Moses House Ministries and Rose of Sharon Pregnancy Resource Center	H	\$12,500	\$12,500	475	2,759 (people)
San Bernardino Sexual Assault Services	H	\$5,000	\$5,000	325	1,046 (people)
St. John of God Health Care Services	M	\$5,000	\$4,900	30	173 (people)

Activity	Priority Need	Allocation	Expended	Objective	Accomplishment
Victor Valley Domestic Violence Shelter	H	\$14,111	\$14,111	175	77 (people)
6 <sup>th</sup> Street After School Program	H	\$20,700	\$20,694.28	25	58 (people)
Brentwood After School Program	H	\$20,700	\$20,681.68	30	70 (people)
Seneca La Paz Sidewalk Project	H	\$27,000	\$25,159.14	3,841	3,841 (people)
Victorville Senior Citizens Club	H	\$20,000	\$0.00	1	1 (public facility)
Housing Element Update	M	\$20,000	\$19,119.20	N/A	N/A
CDBG Administration	L	\$186,693	\$162,129.90	N/A	N/A
Total	N/A	\$372,804	\$276,201.24	5,197 (people)	8,742 (people)

c. Progress not made towards meeting goals

On August 12, 2013, Hi Desert Meals on Wheels announced they would be shutting their doors after serving the residents of Victorville for over 18 years. The Barstow Senior Center, which is 35 miles away, was approved in October 2013 to operate Meals on Wheels. Meals are prepared at the center and distributed to Victorville residents.

The Development Department's Demolition projects was anticipating demolishing a total of 10 units but were only able to demolish 9 units due to court proceedings.

The grant recipient objective number of people served or housing units served was based in the original requested amount in their application not based on the actual grant amount received. Staff is working with the awarded grant recipients in having more realistic numbers for the amount received.

2. Changes to the program

No significant changes have been made to the program. The program administrator continues to monitor the subrecipients on a quarterly basis for performance and expenditures.

3. Affirmatively Furthering Fair Housing

a. Summary of impediments to fair housing choice

Summary of Impediments from the 2012-2016 AI:

As a result of the 2012 AI update, four impediments were identified. A summary of all the impediments identified in the update are as follows:

- Lack of affordable large family rental units;

- Lack of adequate funding to expand fair housing services to address increased needs;
- Most frequent fair housing issues relate to reasonable accommodation and familial status;
- Landlord unaware of fair housing responsibilities and properties not maintained.

The AI identified the strategy to address these impediments as follows:

- The City partners with other non-profit organizations to leverage their sources of funds to expand fair housing activities.
- The City provided fair housing outreach, landlord/tenant rights outreach, mediation and education services that included, but not limited to the following components: press releases, public service announcements, cable TV, radio and newspaper outreach, updates in newspapers and/or events relating to the annual fair housing celebration.
- This outreach and education was targeted to the populations outlined in the AI, likely to experience discrimination or to be under represented, housing providers, elected and appointed officials of each jurisdiction and the general public.
- The City continues to improve community awareness.

b. Actions and Activities to Address Impediments

During 2013-2014 the City contracted with Inland Fair Housing and Mediation Board (IFHMB) to establish, maintain, and enhance fair housing choices and assist in the elimination of impediments listed in the City's AI. IFHMB provided 134 persons with fair housing counseling, 1,420 persons with landlord/tenant information and mediation services; attended or conducted presentations/workshops in Victorville; conducted cable TV, radio, PSA and newspaper outreach; 2,149 pieces of outreach material was distributed throughout the City.

The current mortgage crisis has brought new challenges to IFHMB. The agency helped 43 Victorville residents with loan modification assistance and 12 Victorville residents were assisted with the Keep your Home California program. The majority of the landlord/tenant calls received involved foreclosure and eviction related foreclosures. Counselors were able to assist the residents with the eviction issues, making the transition from mortgage contract to rental contract as smooth as possible.

In addition to funding IFHMB, the City undertook the following activities to implement the fair housing strategies outlined in the AI: the City implemented the Crime Free Multi-Housing Program in CDBG target areas; the Fair Housing logo was included with all CDBG and Housing public notices and posted at the entrance to City Hall; the Senior Home Repair Program assisted in preserving the existing housing stock; the Code Enforcement Program eliminated slum and blighting conditions.

4. Actions to Address Obstacles to Meeting Underserved Needs

As stated in the 2013-2014 Action Plan, one of the major obstacles to meeting the underserved needs in the City of Victorville is a lack of adequate financial resources to meet the growing needs of low and moderate-income persons. With the formation of the Apple Valley/Victorville Consortium, the City has been able to expand its housing programs. During 2013-2014, the City undertook the following actions to address the needs of the underserved; 1) continued to fund its existing housing programs and 2) continued to fund public service agencies that address the special needs of the underserved such as the homeless, the potential homeless, youth, senior citizens, women with children, domestic violence victims, and the disabled.

In March 2013 the City contracted with Neighborhood Partnership Housing Services (NPHS) to assist with the administration of the City's housing programs, to include the Senior Home Repair Program, Mortgage Assistance Program and Owner Occupied Rehabilitation Program. With the reduction in City staff, it was critical to find a consultant to assist with the City's housing programs in order to maintain the level of service as to not affect the citizens. The City renewed their contract with NPHS.

## 5. Leveraging Resources

### a. Other Public and Private Resources

Projects completed during the year leveraged other resources to bridge the gap between the amount of CDBG funds allocated by the City of Victorville and the actual cost of the project. These resources were generated by means of grants from Federal, State, and local governments, private foundations, capital development funds, general funds, private donations of funds or services, and other various funding sources.

On June 5, 2013 Neighborhood Partnership Housing Services (NPHS) was certified as a CHDO by the consortium. The City and NPHS are collaborating on a housing project using CHDO funds.

### b. Federal Resources

Neighborhood Stabilization Program 1 program funds were used to carry out code enforcement activities, demolition, acquisition, rehabilitation and resale activities.

Neighborhood Stabilization Program 3 funds were used to carry out code enforcement activities, demolition, acquisition, rehabilitation and resale activities.

### c. Matching Requirements

The City of Victorville did not have any matching requirements for fiscal year 2013-2014.

## Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 2 CAPER Managing the Process response:

## Program Compliance

Each year, the City prepares a *Schedule for Administration of the CDBG Program* outlining the planning, citizen participation, and submittal processes and deadlines to ensure compliance with HUD regulations. In addition, City staff members attend HUD training on a regular basis in order to keep current on regulatory requirements. During 2013-2014, the City remained timely in their fiscal drawdowns and the outstanding balance has remained less than 1.5 times of the CDBG entitlement.

## Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 2 CAPER Citizen Participation response:

### 1. Citizen Comments

During the public comment period, September 8, 2014 through September 22, 2014, the City received comments from citizens. The CAPER was available on the City's website and at City Hall in the economic development department.

### 2. Geographic Distributions

Activity	Allocation	National Objective	Geographic Location
Hi Desert Meals on Wheels	11,100	LMC	CITYWIDE
High Desert Homeless Services	25,000	LMC	CITYWIDE
Legal Aid Society	5,000	LMC	CITYWIDE
Moses House Ministries and Rose of Sharon Pregnancy Resource Center	12,500	LMC	CITYWIDE
San Bernardino Sexual Assault Services	5,000	LMC	CITYWIDE
St. John of God Health Care Services	5,000	LMC	CITYWIDE
Victor Valley Domestic Violence	14,111	LMC	CITYWIDE
6 <sup>TH</sup> Street After School Program	20,700	LMC	CITYWIDE
Brentwood After School Program	20,700	LMC	CITYWIDE

Activity	Allocation	National Objective	Geographic Location
Crime Free Multi Housing	12,500	LMA	CITYWIDE
Graffiti Abatement	7,500	LMA	009800 0 06071 009901 2 06071 009901 3 06071 009901 4 06071 009902 2 06071 009903 1 06071 009903 2 06071 009903 3 06071 009903 5 06071 010003 1 06071 010003 3 06071 010009 3 06071 012100 4 06071
Victorville Senior Citizens Club	20,000	LMC	
Code Enforcement	290,000	LMA	009800 0 06071 009901 2 06071 009901 3 06071 009901 4 06071 009902 2 06071 009903 1 06071 009903 2 06071 009903 3 06071 009903 5 06071 010003 1 06071 010003 3 06071 010009 3 06071 012100 4 06071
Demolition	265,813	LMA	009800 0 06071 009901 2 06071 009901 3 06071 009901 4 06071 009902 2 06071 009903 1 06071 009903 2 06071 009903 3 06071 009903 5 06071 010003 1 06071 010003 3 06071 010009 3 06071 012100 4 06071
Seneca La Paz Sidewalk Project	27,000	LMA	
Senior Home Repair Program	132,970	LMC	CITYWIDE
Housing Element Update	20,000	N/A	N/A
CDBG Administration	186,693	N/A	N/A
Inland Fair Housing Mediation Board	14,000	LMA	CITYWIDE

## Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 2 CAPER Institutional Structure response:

The City has identified three categories of institutional structures: public agencies, for-profit agencies, and non-profit organizations. Each category has an element that focuses on housing and community development services. The City works in a

collaborative effort with each to provide housing and community development services to the residents of Victorville, to bridge any identified gaps and to coordinate efforts in service delivery.

As outlined in the Consolidated Plan, the City continues to direct its activities toward the alleviation of housing problems, specifically the provision of safe, decent, sanitary and affordable housing. The gap identified in providing housing due to the lack of adequate funding sources. To this end, the City entered into a HOME Consortium agreement with the Town of Apple Valley to coordinate efforts and receive a direct formula allocation of HOME Program funds. The Consortium members have been successful in developing and strengthening their relationships during the program year. They have also been successful in coordinating efforts as a single grantee, developing and implementing each member's individual housing programs, and creating and carrying out procedures for reporting progress and requesting reimbursement from the lead agency. As successful as the Consortium has been, there is a continued lack of adequate funding sources for which the City will continue to seek additional funding sources.

Once a year the City of Victorville coordinates or participates in bringing all public, non-profit organizations as well as other stakeholders to solicit participation in addressing the community needs. On October 17, 2013, City staff met with other public agencies, for-profit agencies, and non-profit organizations as a part of the consultation process for the Consolidated Plan. A summary of the housing and community development needs expressed at this meeting were included in the 2014-2015 Action Plan.

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.
  - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
  - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
  - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 2 CAPER Monitoring response:

1. Frequency of Monitoring Activities

The Economic Development Department (EDD) has the prime responsibility for overall program monitoring and compliance. EDD Staff monitors each newly funded agency or department during the program year in which it was first funded, conducts a desktop audit of each subrecipient contract file annually, and conducts an on-site monitoring visit with each subrecipient and City department at least every two years.

## 2. Monitoring Results

Each monitoring visit is followed-up with a formal letter with the results of the monitoring visit. If concerns or findings are found, the subrecipient or department is given thirty (30) days to either correct the problem, or provide a corrective action plan to the Economic Development Department.

The Economic Development Department also ensures compliance with all Federal and City contracting regulations, including procurement, Federal Labor Standards, Davis Bacon, equal opportunity, et al. While construction projects are underway, weekly on-site compliance interviews with the workers are conducted. Review and approval of certified payrolls is conducted by staff.

During fiscal year 2013-2014, the City conducted desk top monitoring of all the subrecipients including City departments.

## 3. Self-evaluation

Overall the subrecipients are doing a good job in fulfilling their projects and programs. In these economic times, it is difficult for smaller non-profit agencies to continue their services due to cuts in funding or donations from all sources. Non-profit organizations are doing more fundraising activities to supplement the lack of donations.

The projects carried out by City departments are enhancing neighborhoods and public buildings. They are also providing enhanced public access. By providing HOME programs the City is able to offer opportunities in home-ownership, homeowner rehabilitation and assist in providing safe and decent living conditions to seniors and disabled homeowners so they can maintain their independence.

## Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 2 CAPER Lead-based Paint response:

The City's lead-based paint reduction strategy is to reduce lead-based paint hazards to prevent lead poisoning cases, particularly that of children. In Victorville, the greatest lead-based paint hazard risk exists among the 1,313 renter and owner units constructed prior to 1979 which are affordable to extremely low-income households. These households, earning less than 50% of the area median income, are less financially capable of performing maintenance or rehabilitation needed to reduce the lead-based paint hazard.

For fiscal year 2013-2014, the City carried out the following activities:

- Specified lead-based paint hazard reduction as an eligible activity for funding assistance through the City's housing rehabilitation programs.
- Provided educational brochures regarding lead-based paint hazards to participants of the Owner Occupied Rehabilitation and Senior Home Repair Programs.
- Required all homes constructed prior to 1978 and assisted through the Owner Occupied Rehabilitation Program be inspected and certified by a certified lead-paint inspector stating they meet the lead-based paint requirements pursuant to 24 CFR Part 35.
- Provided educational brochures to homeowners obtaining building permits for residential units constructed prior to 1979 regarding lead-based paint hazards.

## HOUSING

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### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 2 CAPER Housing Needs response:

HUD requires that the City provide an annual update on its efforts to foster and maintain affordable housing. As a part of the Consolidated Planning process, the City examines its housing needs every five years to determine priority needs and develop long term strategies to meet those needs. The City then proposes to carry out those strategies through the activities outlined each year in the Annual Action Plan.

The median list priced home in Victorville is \$180,900, which is a 30.5% percent price increase compared to August 2013.

Currently, there are 882 homes for sale. There are 663 homes in the pre-foreclosure, auction, or bank-owned stages of the foreclosure process.

### Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 2 CAPER Specific Housing Objectives response:

1. Summary of Activities

Mortgage Assistance Program (MAP)

The City's Mortgage Assistance Program (MAP) maximum amount of assistance is \$40,000 of the purchase price; however, in no instance is more than what is necessary to complete the transaction provided.

Mortgage Assistance Program (MAP) (NSP):

The NSP MAP will provide 0% interest deferred payment second mortgages (up to \$20,000) to assist qualified households with down payment and/or closing costs to purchase a home in the NSP areas. The program will follow the existing MAP criteria with the exception that the properties will be acquired at a minimum of 99% of the appraised value based on a current (60 days) appraisal. The aggregate discounts are to meet or exceed the required 1% for all NSP funds.

Senior Home Repair Program (SHRP)

The City of Victorville's Senior Home Repair program provides a \$10,000 grant to qualified senior or disabled/handicapped homeowners in Victorville to repair their homes and address health and safety issues.

Owner Occupied Rehabilitation Program (OOR)

The City has identified a need for the rehabilitation of homes located within the City in order to retain housing that is affordable, decent, sanitary and safe. To address this need, the Owner Occupied Rehabilitation (OOR) program was created to assist low-income homeowners by providing a 0% to 3% deferred loan for up to \$40,000 to correct code violations, unsafe conditions, incipient repairs and other eligible repairs. Since then the program was expanded to assist very low to low households and have a 5 to 10 year deferral with a maximum term of 30 years. The program is currently funded through HOME funds and Cal-Home funds.

Acquisition, Rehabilitation and Resale Program (ARR) – Single Family

This program provides the cost of the acquisition, rehabilitation, resale and delivery cost to make a unit available to first-time homebuyers. This program improves the housing inventory in areas to stabilize neighborhoods and at the same time offer homebuyers a fully rehabilitated and energy improved property.

2. Section 215

All of the households assisted by the City's housing programs meet the Section 215 definition for affordable housing. The Senior Home Repair Program (owner rehabilitation) assisted a total of 15 households with HOME and CDBG funds. All 15 households were categorized as extremely low, very low to low-income.

3. "Worse case"

The City has identified senior, disabled and handicapped homeowners as those most

in need of home repairs (i.e. worse case needs), and those least able to qualify for private financing to take care of their property repairs. Due to limited funding compared to the extent of needs, the City's Senior Home Repair Program has incurred a waiting list since its inception in 1997. Delayed maintenance, unfortunately, results in higher rehabilitation costs and further reduces the number of households that can be assisted. In response, the Senior Home Repair program continues to receive an annual allocation of at least \$100,000. In addition, the City considers the program a priority for receiving reprogrammed funds. However, at the end of the program year, the waiting list was still over 130 households long with more being added daily. Consequently, the City continues to explore additional funding sources in order to reduce the waiting list by assisting more households.

## **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 2 CAPER Public Housing Strategy response:

All public housing in Victorville are on scattered sites, and owned and/or managed by the San Bernardino County Housing Authority. There are currently two (2) public housing units in the City. The City coordinates and communicates with the Housing Authority about property conditions and upkeep.

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 2 CAPER Barriers to Affordable Housing response:

Victorville Municipal Code contains provisions for the approval of density bonuses when a developer of housing agrees to construct at least 25 percent of the total units of a housing development for persons and families of low and moderate income as defined in the Health and Safety Code. Developers of housing may also receive approval of density bonuses if at least 10 percent of the total units are developed for persons and families of extremely low income. In addition, the code gives flexibility in allowing the Planning Commission to provide other incentives of equivalent financial value to a density bonus. Furthermore, the Municipal Code allows for minimum sized Single Room Occupancy, multi-family units ranging in area from 500, 600 and 800 square feet respectively and 1,200 sq. ft. for single family dwelling.

Additionally, the City's heavily markets its down payment assistance programs and has increased the amount of assistance to help minimize the barriers.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 2 CAPER HOME/ADDI response:

1. Assessment of Relationship of HOME Funds to Goals and Objectives

In July 2007, the Town of Apple Valley and the City of Victorville executed a HOME Consortium Agreement, formalizing the HOME Program Consortium into one geographically contiguous unit. The consortium cooperative agreement is renewed every three years. The HOME Consortium received \$483,072 for FY 2013-2014. Specifically Victorville received \$284,529, which was allocated as follows:

▪ HOME Administration	\$14,926
▪ Senior Home Repair Program	\$1224,628
▪ CHDO (from allocation)	\$144,926
▪ HOME Administration to lead agency	\$14,926

2. Match Requirement

The HOME Program requires a 25-percent match based on fund expenditure. The HOME statute provides a reduction of the matching contribution requirement under three conditions: 1) Fiscal distress; 2) Severe fiscal distress; and 3) Presidentially declared major disasters covered under the Stafford Act.

Since 2004 and due to the economic conditions of the region, the Consortium has been identified by HUD as a fiscally distressed jurisdiction and has been granted a 100-percent match reduction for FY 2013-2014. Nevertheless, Consortium staff will track HOME eligible activities for future match, and will address any additional match requirements from their respective other funds. This is further described and reported in Apple Valley's CAPER.

3. HOME MBE and WBE Report

Apple Valley as the lead agency is responsible for reporting MBE and WBE report.

4. Assessments

- a. The Consortium does not have any HOME funded rental units.
- b. The Consortium uses flyers, pamphlets, websites, mailers and by participating in community events to promote their housing programs.

- c. Flyers and pamphlets are distributed to non-profits, at least twice a year, to be provided to their clients, which includes special needs population as well as small businesses.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 2 CAPER Homeless Needs response:

#### 1. Homelessness

The City of Victorville is working together with the San Bernardino County Office of Homeless Services (OHS). The Office of Homeless Services has the lead authority to plan homeless services throughout the County and is supported by San Bernardino County. OHS provides key staff to implement the work of the San Bernardino County Homeless Partnership. For FY 2013-2014, the City committed CDBG funds to the High Desert Homeless Services and Victor Valley Domestic Shelter to provide emergency shelter and support services. The City of Victorville addressed the needs of individuals and families with children at imminent risk of becoming homeless as follows.

On January 24, 2013 the Office of Homeless services coordinated a Point-in-Time Count to count the homeless population in the City of Victorville and surrounding communities. The Point-in-Time Count is performed every two years. Volunteers attended a mandatory 90 minute training session. This training discussed count and survey protocols as well as safety procedures.

#### 2. Actions

##### a. Emergency Shelter

As the only homeless shelter in the region, the High Desert Homeless Shelter continues to serve not only Victorville, but the entire High Desert area. In addition to the High Desert Homeless Shelter (capacity of 55 beds for persons with children), High Desert Domestic Violence (capacity of 25 beds) and Victor Valley Domestic Violence (capacity of 26) serve as emergency shelters to homeless persons who are victims of domestic violence.

##### b. Transitional Housing

As of June 2013, Victor Valley Domestic Violence administered a total of 24 units of transitional housing (18 two-bedroom and 6 three-bedroom) for victims of domestic violence.

On June 19, 2014, the U.S. Housing and Urban Development Secretary Shaun Donovan announced the second round of grant awards totaling \$140 million to nearly 900 local homeless assistance programs through HUD's Continuum of Care program. Victor Valley Domestic Violence was not selected to receive funding, as they have since 2002. The loss of funding forced the agency to displace women and children staying in 20 transitional housing units the agency rented.

c. Permanent Housing

Both City and non-city administrated housing programs are available to assist low and extremely low-income residents to obtain permanent housing and aid in the prevention of homelessness.

3. New Federal Resources

The City does not compete for Homeless SuperNOFA as we are not a direct service provider, but we encourage providers to participate. However, the City has and will continue to be an active participant and supports their efforts.

## **Specific Homeless Prevention Elements**

1. Identify actions taken to prevent homelessness.

Program Year 2 CAPER Specific Housing Prevention Elements response:

Homeless Prevention

The City of Victorville continues its efforts in the prevention of the homelessness by supporting the Office of Homeless Services (OHS) and its outreach programs, supporting the operation of homeless shelters through CDBG funding, and providing referrals to public assistance programs offered.

Chronic Homelessness Strategy

In September 2007, by order of the Board of Supervisors of the County of San Bernardino, the San Bernardino County Homeless Partnership was formed to provide a more focused approach to issues of homelessness within the County. The Partnership consists of community and faith-based organizations, educational institutions, non-profit organizations, private industry, and federal, state, and local governments.

SBCHP was developed to promote a strong collaboration between agencies to direct the planning, development, and implementation of the County's 10-year Strategy to end chronic homelessness. The Partnership provides leadership in creating a comprehensive countywide network of service delivery to the homeless and near homeless families and individuals through facilitating better communication, planning, coordination, and cooperation among all entities that provide services and/or resources for the relief of homelessness in San Bernardino County.

In April 2009, The Office of Homeless Services (OHS) and its planning committee completed and presented a "10-Year Plan to End Homeless in San Bernardino County". They created and facilitated the work of five committees to identify the needs of the county's homeless population as it relates to prevention, outreach,

income and supportive services, permanent housing and shortening the period of homelessness and rapid re-housing.

In January 2011 the 10-year Strategy was evaluated. The reevaluation period ended in June 2012. The results were presented to the Board on April 2013 with recommendations recalibrating the 10-year Strategy plan. The original plan consisted of 25 recommendations to end homelessness. As a result of the reevaluation of the plan, it was proposed that some of the current recommendations be continued, expanded upon, and eliminated as the recommendations were accomplished or no longer needed.

## **Emergency Shelter Grants (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 2 CAPER ESG response:

ESG

The City of Victorville does not receive or administer ESG funds; however, efforts are made to support those agencies that provide emergency shelter services to our community by continuing to provide letters of support for funded applications.

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
  - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
  - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
  - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
  - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.
- b. Provide the total CDBG funds involved in the program.
- c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 2 CAPER Community Development response:

Provision of decent and affordable housing opportunities for low income persons is among the City's highest priorities. Homeownership opportunities were provided to 2 families utilizing Cal-Home funds. 17 others completed homebuyer education classes. CDBG funds provided housing services to improve landlord/tenant communication, fair housing activities and correct health and safety issues in income qualified homes.

CDBG funds also provide assistance to nonprofit organizations. The City awards its CDBG funds through a competitive process, beginning with a Notice of Funding Availability and application workshop. Applications are reviewed by staff and City Council appointed committee members, made up of Housing staff and council members. The grants review committee ensures that funds are awarded consistent with the Consolidated Plan and are awarded in a fair and impartial manner. Recommendations are made by the committee and the public is encouraged through open meetings and public hearings to participate at various stages of program development, implementation and evaluation.

No program income was received for the year.

No prior period adjustments were made during this year.

They City did not enter into any lump sum agreements nor were any lump sum funds received.

## **Antipoverty Strategy**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 2 CAPER Antipoverty Strategy response:

The average poverty threshold for a family of four, according to 2010 Census data is \$23,050. In 2010 the percentage of Victorville residents living in poverty is at 19.1%. These households are most likely to be receiving State and County assistance in the form of health care, food subsidy programs, and other financial assistance programs.

During the program year, the City continued to pursue its strategy to assist impoverished families to achieve economic independence and self-sufficiency through the use of existing County job training and social service programs to increase employment marketability, household income, and housing options.

In addition, the City allocated \$91,711 to numerous public service agencies to assist in the fight against poverty. Some of these organizations provided direct assistance in the form of food, utility payment assistance and housing, others provided indirect assistance such as case management and referral services to other social service programs.

The County of San Bernardino administered the programs listed below in targeting low-income households, including those below the poverty level for assistance in improving their financial and social positions to a level above poverty.

Transitional Assistance Department (TAD) is administered by the County of San Bernardino Human Services System and is responsible for providing financial, nutritional and medical assistance to persons in need. The goals of TAD are to meet the basic needs of families and individuals while working with them to attain self-sufficiency and to promote work and personal responsibility. Listed below are some of the programs the County administers to meet TADs goals.

- CalWORKS is a time-limited program that provides financial assistance and Welfare-to-Work services to families with children who are deprived of support or care due to the death, incapacity, unemployment/underemployment, or continued absence of one or both parents. Homeless Assistance is included in this program.
- The Food Stamp Program is a nutritional assistance program designed to help single people and families with little or no income to buy food.
- The Medi-Cal Program or the Health Care Options Program pays for health care.
- The Refugee Resettlement Program provides medical assistance and time-limited financial assistance to persons who flee from their countries because of persecution due to political and/or military changes in their government.
- The General Relief Program provides loan assistance to indigent individuals and families in temporary need of housing, food and transportation.
- The Cash Aid Program for Immigrants is a State only cash assistance program for specified aged, blind, or disabled legal immigrants.
- The Child Care Programs provide childcare payments to providers on behalf of CalWORKs recipients in approved work or training programs, former CalWORKs recipients, parents in child protective services cases, and the working poor.
- The Foster Care Program provides financial assistance for children in need of substitute parenting who have been removed from the home by either the Department of Children's Services (DCS) or the Probation Department.

Jobs and Employment Services Department (JESD) combined the former Greater Avenues to Independence (GAIN) and Job Training Partnership Act (JTPA) programs into one comprehensive program to help people help themselves by providing

employment and placement services. JESD is funded by and works in cooperation with CalWORKS, the Workforce Investment Act and Welfare to Work.

Community Action Partnerships (CAP) provides programmatic assistance to low-income families and individuals to help them become stable and self-reliant. Community Action Partnerships has developed the following programs in the County of San Bernardino that service the residents of the City of Victorville.

- Energy Conservation Program - Provides weatherization and energy conservation assistance to eligible low-income residents and processes applications for Home Energy Assistance Program (HEAP).
- Family Development Program - Addresses the needs of low-income families by providing emergency assistance, case management and transitional housing.
- Food Bank Program - Provides food for low-income residents through government surplus commodity distributions and salvage food agencies.
- Senior Nutrition Program - Provides low-cost or no-cost nutritionally sound meals for residents age 60 and over in community centers or by home delivery.
- Food Stamp Employment and Training - Trains able-bodied adults without children to become self-sufficient.
- Inland Empire Individual Development Accounts - A matched savings program that allows low-income workers to save earnings towards acquisition of assets, i.e. a home, a small business or post-secondary education, as a way out of poverty.
- Homeless Management Information System (HMIS) - Web-based software applications that homeless assistance providers use to coordinate service provision, manage their operations, and better serve their clients.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 2 CAPER Non-homeless Special Needs response:

The "non-homeless special needs" category is assigned a High Priority need level in the City's 2012-2016 Consolidated Plan. This category includes persons in various subpopulations that are not homeless but may require housing or supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), hearing impaired, persons with alcohol or other drug addictions, and victims of domestic violence. For FY 2013-2014, the City funded the following programs to address these needs:

- Hi Desert Meals on Wheels
- Moses House Ministries and Rose of Sharon Pregnancy Resource Center
- Sexual Assault Services
- Victor Valley Domestic Violence - A Better Way

## Specific HOPWA Objectives

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
      - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
      - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
    - ii. Project Accomplishment Overview

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
  - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 2 CAPER Specific HOPWA Objectives response:

**Not applicable;** the City of Victorville does not receive or administer HOPWA funds.

## OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 2 CAPER Other Narrative response:

As the largest city in the High Desert, Victorville is leading the way towards a strong economic recovery for the region. With the continually growing population of 114,000 there have been several projects completed in the past year that sustain the growth.

### Retail

Retail development is continuing to grow with a variety of well-known companies such as Super Wal-mart, BJ's Restaurant and Brewhouse, Turner's Outdoorsman, Dick's Sporting Goods and Macy's, creating more jobs for the High Desert.

Macy's announced that all 173 employees hired were all local employees, with 30 of the employees being transferred from sister stores and no longer having to commute.

### **Boeing Expands Presence at SCLA**

One of the world's largest aircraft manufacturers has expanded its footprint at the Southern California Logistics Airport (SCLA) to better serve its growing customer requirements. On August 6, 2013, the SCLA Board of Directors entered a lease agreement with Boeing, allowing it to occupy approximately 90,000 square feet of hanger space and 10,000 square feet of office space. The lease provides a three year term with options to expand three additional three year terms. As a function of the lease, Boeing will procure dedicated hangar space that will better accommodate it, expanding Air on Ground (AOG-Maintenance), Gold Care, Capital and Flight Testing operations. The recent lease arrangement has helped yield component installation to newly manufactured Boeing 777 and 787 Dreamliner aircraft that were delivered to Air Canada and Qatar Airways, from SCLA.

Furthering the Boeing relationship with SCLA, the SCLA Board recently approved two agreements with Leading Edge, allowing it to serve as an Original Equipment Manufacturer (OEM) for the provisions of aircraft painting for newly manufactured Boeing aircraft. The Leading Edge Agreement provides for an investment in air handling equipment that will help it meet the highly specific aircraft painting specifications of Boeing.